

TOWN OF ASHBURNHAM
CAPITAL PLANNING COMMITTEE
TOWN HALL LOWER LEVEL MEETING ROOM
FEBRUARY 12, 2014 – 7:00 P.M.

In attendance – Ron Reed, Chair, Bill Johnson, Joe Kalagher and Doug Briggs, Town Administrator. Also in attendance from AWRSD – Ralph Hicks, Supt., Dave Christianson, Chair, Sherry Kersey, Business Manager, Joshua Schonborg. Police Chief Larry Barrett and Sylvia Turcotte were also present.

At 7:03. Ron Reed called the meeting to order and stated that the Committee was meeting to discuss the Capital Plan for FY15 in particular the two police vehicles and to also discuss the School Districts Capital Plan.

Ron Reed inquired if the unmarked cruiser would be going to the Fire Chief and Doug Briggs stated that it would not as both vehicles had roughly the same mileage.

Mr. Reed inquired if the cruisers would be replaced with SUV's. Chief Barrett stated that they were going with utility vehicles because the back seat is much bigger and this makes it easier when arresting an individual and placing him or her in the vehicle. He also noted that with the utility vehicles the operating costs have gone down and that they get 4 to 5 more miles per gallon and the maintenance budget has reduced as well. Bill Johnson inquired if they could push these vehicles past the 100k miles for trade-in purposes and Chief Barrett responded that they would have to wait and see the condition the vehicles are in at around 85k miles, as warranties are gone at 100k miles and the reliability starts to go. Ron Reed inquired what the average mileage per year is on the utility vehicles and Chief Barrett stated between 20k and 30k a year. He also noted that the officers like the utility vehicles with four-wheel drive. Ron Reed thanked Chief Barrett for responding to their concerns.

Doug Briggs asked if the Committee was all set to vote on the \$469,910 Capital Plan or if they needed another meeting. Ron Reed stated that they would hold off for now on their vote.

Ron Reed explained the Town's Capital Plan to the school personnel and stated that they needed to know how the school would go with their Capital items.

Dave Christianson reviewed how things were done in the past before 2007. He stated that they have started to look at their E&D to fund Capital items. When asked by Doug Briggs, Sherry Kersey stated that they estimate the E&D to be certified at \$1.36m.

Mr. Christianson stated that if they get the \$1.3m E&D they would like to do the following:

1. Set aside between \$250k to \$350k as reserve to "kick forward" to next year.
2. Fund \$100k a year for Stabilization – with a goal of \$625k total.
3. Fund Capital items \$200k which would alleviate any items from the towns.
4. The remaining \$700k to offset the assessments to the towns.

Sherry Kersey stated that they have \$120m in fixed assets.

Ron Reed voiced his concern on how this proposal would affect State Aid and Ms. Kersey stated that it doesn't affect it.

Bill Johnson brought up his concern regarding the \$5,000 amount for capital items in the Regional Agreement and Dave Christianson noted that it also states 1% of the operating budget. Mr. Christianson added that two years ago this was brought up for discussion and Westminster said the lower number benefited them and that the \$5,000 amount was sufficient. Doug Briggs noted that there were no state guidelines on this but it should be \$15k to \$20k. He also noted that the stabilization account should only be for Oakmont and Overlook schools.

Dave Christianson noted that they would establish the framework as policy but not for FY15 and that it should work well unless the E&D amount comes in less.

Ron Reed stated that he wanted the E&D funds and the Regional Agreement to be consistent. Bill Johnson noted that he prefers the E&D funding for capital items. Ralph Hicks stated that he feels that the public has a right to know what is being purchased by the schools.

When asked, Doug Briggs stated that he would like to see the school have a similar package to the Town's. He noted that ours is \$400k every year and the school needs a number that is consistent each year as well.

Dave Christianson stated that they haven't done a full asset review and until this is done it would be difficult to set up a capital plan similar to the Town's. He stated that on February 25th they would discuss the capital plan items and that he does agree with Mr. Briggs. He added that they have always "reacted" not "forecasted".

Dave Christianson stated that they would like to discuss at another time, the possibility of a Briggs Building maintenance trust and fund it with the extra funds from the building project as it came in under budget. He noted that these funds could be set aside for future needs. Mr. Christianson stated that they may want to bring this to a fall town meeting. Ron Reed stated that this would need a town meeting vote.

Mr. Christianson noted that this discussion was pending the certification of the E&D and then they would apply as was proposed. Bill Johnson stated that this would be easier to identify and work through this year, and getting it through the other parties.

Ralph Hicks stated that he was working on the Statement of Interest Grant for the Overlook School roof (which is 20 years old). A short discussion followed on the construction of Overlook.

Doug Briggs stated that he wanted to let them know that the Water Line Project on Williams Road would be funded in March with work being done in the summer, taking 12 to 16 weeks, and completed by September. This timeline was set because the USDA was told that it was a major issue due to the 3

schools in this area. He also noted that Williams Road wouldn't be paved until next year to give it time to settle. Dave Christianson noted that the paving could be coordinated with finishing the sidewalks at Briggs.

Ralph Hicks noted that he was also pursuing energy grants for the two schools, Overlook and Oakmont.

Ron Reed thanked the school personnel for attending the meeting.

Doug Briggs asked the Committee members to approve the Capital Plan. ***Bill Johnson motioned to approve the Capital Plan as presented and was seconded by Joe Kalagher. Motion carried.***

A discussion on the School's capital proposal followed.

At 8:20 p.m. Bill Johnson motioned to adjourn and was seconded by Joe Kalagher. Motion carried.

Respectfully submitted,
Sylvia Turcotte
Assistant to the Town Administrator